

Certificate of Occupancy (CO)

At the conclusion of all completed work done under a permit, including all applicable Building, Electrical, Mechanical, Plumbing or Fire Code regulations, the Code Enforcement Official will final that particular permit (B,E,M,P). When all permits related to a project have been finalized AND all Fire Codes, State and local laws, local ordinances and regulations have been satisfied (and the agency responsible for enforcing the local ordinance or regulations has released its holds on the project), Code Enforcement will issue a Certificate of Occupancy (CO).

No new building or part thereof may be occupied, no addition or enlargement of an existing building may be occupied, and no existing building that has been altered may be occupied until Code Enforcement has issued a Certificate of Occupancy. Violation of this section constitutes a misdemeanor. G.S. 153A-363; 160A-423.

On projects that are non-CO'able, the Contractor of record will be assessed defect charges based on the same criteria as a CO'able project.

HOW TO PRINT A CERTIFICATE OF OCCUPANCY

As soon as a CO is issued, a copy may be printed from the [Internet Permit and Inspection System](#). At the system's main page, View the Permit by Address or Permit Number. A link to the document will be visible on the right side of the page. Example below:

Building Permit

		Home	Submit
Permit #	B1741848	Permit Type	One/Two Family
Job #		Permit Status	Complete
Submittal #	48156478		
		Inspection Results	
		Occupancy Holds	
		Permit Document	
		Certificate of Occupancy	

For further information about Certificates of Occupancy, please contact Documents and Inspections at 704-336-3830.